

SPECIAL PARK USE INFORMATION

National Park Service
U. S. Department of the Interior

Castillo de San Marcos
National Monument



W E D D I N G S

As an important site for all Americans, there are certain restrictions that you must consider before deciding to use our grounds. These restrictions, which are outlined below, are primarily designed to prevent harm to the park and to prevent impairment of the public's ability to use park resources for the purpose that Congress intended. Additionally, approval of your request will depend upon the availability of staff able to divert their efforts from the park's primary missions, preservation and interpretation, to managing and monitoring your event. If you have any questions or would like to request an application, please call 904-829-6506. As conflicts with other events may occur, please allow at least four weeks lead-time to process your request.

Event: Wedding ceremony only; no receptions. Rehearsals or wedding photos within the interior of the Fort must be scheduled separately and will incur separate fees. Only one ceremony per day is permitted, with a starting time no earlier than 5:00 pm or 6:00 pm depending on the time of year. No ceremonies are permitted on holiday and special event weekends. All events are required to be monitored by park staff.

Location: Wedding ceremonies are only permitted on the north green adjacent to the sea wall. See attached map.

Restrictions: Wedding ceremonies will not mar or harm the park or interfere with visitor use or administration of the park. No tent stakes or other objects may be driven into the ground. Amplified sound systems are permitted but sound levels must comply with 36 CFR 2.12, which limits sound levels to 60db at 50 feet from their source. No alcohol is allowed and no materials such as rice or birdseed are permitted to be strewn on the ground. Flower petals may be strewn but must be collected after the ceremony.

Services: The Park does not provide any equipment, materials or services, or parking.

Permit Period: The permit will be issued for the amount of time required to set up, conduct, and clean up after the ceremony. Please note: it is the permittee's responsibility to have the designated area cleared and policed to the park's satisfaction by the expiration of the permit.

Costs: There is a non-refundable \$100.00 application fee and all events require a monitor at a rate of \$50.00 per hour per Park Ranger assigned to monitor your event. The number of monitors needed is dependent upon the estimated number of guests attending the event. **Payment must be in the form of a cashier's check, certified check, money order or credit card.** Other potential charges may include, but are not limited to, clean up and site restoration and recovery of administrative costs. Entrance to the Castillo by wedding attendees is subject to normal fees.

Procedure: Fill out the Special Use Permit Application and return it with the \$100.00 application fee made payable to "NPS" to: **Special Use Permit Coordinator, Castillo de San Marcos National Monument, 1 South Castillo Drive, St. Augustine, FL 32084.** IMPORTANT: Please include as much detail about the wedding as possible because if some aspect of your ceremony is not in the permit, it may not be allowed. If approved, a Special Use Permit will be prepared and returned to you for your review. Sign and return it with payment of any additional charges. The final approval will be secured and the completed permit will be sent to you.

IMPORTANT : You must have the permit with you at the wedding ceremony.